

REACH Board of Directors Meeting
Minutes
Tuesday, September 8, 2020
Location: Video Conference

Present: Colleen Fuller, Una Walsh, Jane Turner, Neal Jennings, Alice Munro, Bill Hood, Danielle Burch, Daniel Cook, Emma Macklem, Janette McIntosh, Marian Dodds, Piotr Majkowski, Kylie Ellis

Staff: Nicole LeMire (ED), Maho Okada (Minutes)

Staff Representatives: Wendy Redhead (Medical), Andrew Ho (Dental), Afshin Jaberri (Pharmacy), Daisy Kler (MFC)

Call to order: 5:30 pm

- Check-in with meeting attendees.

Business meeting starts: 6:02 pm

1. Preliminaries

- Acknowledged that the meeting is taking place on unceded Coast Salish Territory.
- That the agenda be approved.
- That the minutes from July 14th 2020 be approved as amended.

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M/S/C

2. Business Arising

- i. Report from the Nominating Committee
 - The committee has been working on logistics for online voting. The committee will ensure board of directors' nominees meet criteria.
- ii. Plans for 2020 AGM
 - Draft agenda was circulated, and no questions were raised.
 - A run through is scheduled and specific roles will be assigned.

3. Executive Director's Report – Written report

- VCH's new COVID testing site has opened at VCC parking lot. With this additional testing site, it is anticipated that Covid testing inquiries will shift over there which will allow REACH to concentrate on non-Covid patients. Pharmacy has been open for 7 days since beginning of July. Dental has almost recovered its budgeted revenue. MFC continues to offer both in-person and online supports to their clients. Medical provides telehealth and we've learned that patients tend to prefer phone calls over video. Administration welcomed Daysi as a part time Account Receivable Clerk.
- Following topics were opened for discussions:
 - a. Strathcona Tent City
 - Namegang, a volunteer-based organization working at Strathcona Tent City approached REACH to seek health care support by doctors, nurses and pharmacists as well as pharmaceutical and medical supplies
 - Supporting Tent City meets our mandates as a CHC.
 - Discussion was centered on the importance of having thorough risk analysis in order to ensure safety and security for our staff and patients/clients as well as to avoid REACH to be perceived as a safe injection site.

- b. Additional space for the allied care
 - It was in favor to look into available commercial space nearby and keep current rental apartment income.
 - It was suggested that Fundraising or PPEC take on and develop an expansion strategy.

< 5 minutes break >

4. Committee Reports

- a. Executive (Colleen Fuller) - Written report
 - Right after the AGM, a brief board meeting will be hosted and Executives to be elected.
 - An orientation for new board directors is scheduled on Oct 6th starting time to be confirmed with attendees and all board members are welcome to join.

- b. Human Resources (Una Walsh) – Written report

MOTION: That the board policy 3.3 amend and add the 5th point as follow:

5. In accordance with its mandated responsibility vis-a-vis the appointment of the Executive Director, the Board, in the event of an anticipated long-term leave, other than vacation, of the appointed Executive Director, shall consider the following when deciding on the need for a replacement and on the process for recruiting and selecting such a replacement:

- *The operational, personnel and advocacy priorities to be addressed during the absence*
- *The necessary expertise, skills and attributes needed to manage and advance those priorities*
- *The current workload of all managers and supervisors*
- *Any financial concerns or issues during the fiscal year(s) in which the absence is to take place*
- *Any input provided by the Executive Director regarding the above*

A long-term leave shall be considered any absence for which there is not a conclusive return date set within three weeks – or any three-week leave that extends.

M/S/C

- c. Finance (Neal Jennings) – Written report
Finance committee had a productive meeting which covered topics like Pharmacy inventory implementation plans, CEWS, reserved fund and Q1 financial statement review.

- d. Outreach (Bill Hood) – Verbal report

MOTION: That the board accept new members as proposed by the Outreach committee.

M/S/C

SDOH Teach In online session is scheduled prior to AGM. It is suggested to REACH staff to attend and share activities.

- e. PPEC (Danielle Burch) – No report

- f. Fundraising (Jane Turner) – Verbal report
 - Upcoming meeting is scheduled on Thu, Sep 10th.

MOTION: That all committee reports be accepted.

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5. BC Association of Community Health Centre (BCACHC) (Piotr Majkowski) - Verbal report

- Piotr has been elected as President of BCACHC.
- BCACHC's focus in the coming months are:
 - developing outreach strategy, both to decision makers and the public
 - how to be more self-sufficient as an organization including building memberships with both new organizations as well as strengthening existing organizations to better meet the CHC criteria
 - issuing a report card on NDP performance on CHCs
 - partnership table between BCACHC and others in order to establish more formal voice as CHCs.

6. No new business

7. Announcements

On behalf of Board of Directors, Una shared special thanks to Neal and Danielle for their leadership, quality of work and dedication to REACH in past years, as they have decided not to run for board director nominations in coming terms.

8. Public session adjourned at 8:10pm